

**APPENDIX 2**

**EDUCATION & SOCIAL CARE THEMATIC REVIEW**  
**ATTAINMENT & ACHIEVEMENTS OF LOOKED AFTER CHILDREN**  
**SUMMARY ACTION PLAN**

<b>Area for improvement</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Timescale</b>
Education and Social Care needs to provide clearer strategic leadership by communicating its vision, policy and guidelines on improving the attainment and achievements of looked after children, including roles and responsibilities.	Refer to GIRFEC Group for review of relevant policy and guidance.	Laurence Findlay, Chair of GIRFEC Group	Review to be completed by March 2014
The department needs to improve the management of attainment and achievement data in relation to looked after children to ensure there are robust arrangements in place to benchmark performance, set appropriate targets and track progress.	Review current data management in order to ensure a robust system is in place to enable future planning and evidence progress.	Paul Watson, Continuous Improvement Team Manager	System in place by December 2013
The department needs to provide training for authority staff and partner agencies in	Refer to Inter-agency training group for training needs to be established, strategy put in	Jo Fergusson, Chair, Inter-agency Training Group	Strategy to be presented by October 2013

supporting looked after children's learning and monitoring and tracking their progress	place and training programme established.		
All staff who support looked after children need to improve communication ensuring that all relevant information, including attainment data, is shared on a 'need to know basis' and lead professional's files need to contain appropriate information on attainment and achievements.	<p>Guidance on information sharing, role of Named Person and Lead Professional to be reviewed and updated as appropriate.</p> <p>If considered necessary further training to be given to all staff in relation to what is relevant information and why it is necessary to be included in assessments.</p>	Laurence Findlay, Chair of GIRFEC Group	Review by October 2013
In line with legislation, Education (Additional Support for Learning) (Scotland) Act 2009, schools need to ensure that appropriate arrangements are put in place to support looked after children in their learning.	All schools to review current arrangements in line with this report, supported by Inclusion Development Manager	Head Teachers	All schools will confirm via self-evaluation profiles and Standards & Quality reports that practice complies with legislation and equalities duties. This will subject to validation during School Reviews. (Timescale ongoing)